



DEFENSE FINANCE AND ACCOUNTING SERVICE
ARLINGTON

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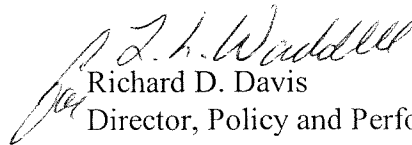
AUG 29 2006

DFAS-NP

MEMORANDUM FOR DIRECTOR FOR ACCOUNTING AND FINANCE POLICY, OUSD(C)
DIRECTOR, FINANCE, DEFENSE FINANCE AND
ACCOUNTING SERVICE

SUBJECT: Interim Change to the Department of Defense Financial Management Regulation
(DoDFMR), Volume 8, Regarding Doubtful or Questionable Claims
(DFAS Item P-88)

Attached is Interim Change 05-06 to Volume 8, Chapter 6, of the DoDFMR. This change is in accordance with guidance issued by the Office of Personnel Management (see <http://www.opm.gov/payclaims/index.asp>). Assignment of the interim change number is your authority to initiate a procedural modification to implement this change. It is requested that the Director for Accounting and Finance Policy post this interim change to the DoDFMR Website.


Richard D. Davis
Director, Policy and Performance
Management

Attachment:
As stated

cc:
Acting Director, Civilian Pay (Tom Caporizzo)
Service/Agency Liaisons

DOUBTFUL OR QUESTIONABLE CLAIMS**1. Revise paragraph 060402.B.2 as follows:**

“... The claim with a letter of transmittal prepared by the civilian payroll office shall be forwarded to OPM via the appropriate office identified in paragraph 060401 ... “

2. Replace paragraph 060402.C as follows:**“C. Documentation for Claims**

1. Content of Claims. A claim shall be submitted by the claimant in writing and must be signed by the claimant or by the claimant’s representative. While no specific form is required, the request should describe the basis for the claim and state the amount sought. The claim should also include:

- a. The name, address, telephone number, and facsimile telephone number, if available, of the claimant;
- b. The name, address, telephone number, and facsimile telephone number, if available, of the agency employee who denied the claim;
- c. A copy of the denial of the claim issued by the employing agency; and
- d. Any other information, which the claimant believes OPM should consider.

2. Administrative Report. If requested by OPM, the civilian payroll office will submit an administrative report, which will include:

- a. Factual findings;
- b. Conclusions of law with relevant citations;
- c. Recommendation for disposition of the claim;
- d. A complete copy of any applicable regulation or policy memorandum;
- e. A statement that the claimant is or is not a member of a collective bargaining unit and, if so, a statement that the claim is or is not covered by a negotiated grievance procedure that specifically excludes the claim from coverage; and

f. Any other information that OPM should consider.”

3. Revise paragraph 060404 as follows:

“... but must be forwarded to the Program Manager, Room 7671, Office of Merit Systems Oversight and Effectiveness, Office of Personnel Management, 1900 E Street NW, Washington, DC 20415. .